

NEW RIVER COMMUNITY AND TECHNICAL COLLEGE

Policy Number: C.900

Effective Date March 3, 2005

TITLE: Late Registration Fee Waiver

RATIONALE: The purpose or function of this policy is to establish guidelines and for waiving enrollment late fees.

POLICY STATEMENT

The establishment of a late fee is for the purpose of providing a financial incentive for students to enroll prior to or early within the academic period. Occasions arise when the institution is responsible for students enrolling beyond the late fee cut-off date, or personal circumstances may arise which have legitimately prevented the student from completing the enrollment during the penalty-free period.

The Vice President for Student Services has the authority to waive the late registration fee. The Registrar will gather all waivers, initial them, and forward them to the Business Office. Such waiver is to conform to Late Registration Fee Waiver Statements in the current catalog.

RELATED POLICIES:

RESPONSIBLE OFFICE: Vice President for Student Services